

TOWN OF MANSFIELD
AD HOC COMMITTEE FOR RESPONSIBLE CONTRACTING

Monday, December 17, 2012

Council Chambers, Audrey P. Beck Building

Minutes

Members Present: Deputy Mayor Toni Moran (Chair), Mayor Elizabeth Paterson, Chris Paulhus

Other Council Members Present: David Freudmann

Staff Present: Town Manager Matt Hart, Director of Finance Cherie Trahan, Director of Public Works Lon Hultgren, Director of Building and Housing Mike Nintean, Acting Fire Marshal and Deputy Chief Fran Raiola and Clerk of the Works Eric Ohlund.

The meeting was called to order at 9:00 a.m.

APPROVAL OF MINUTES

Paulhus made the motion, seconded by Paterson to adopt the 11/5/12 meeting minutes as presented. Motion passed unanimously.

PUBLIC COMMENT

William Jordan, New England Council of Carpenters, reported the person (Kenneth Duff) responsible for apprentice programs at the State Department of Labor would be willing to appear before this committee.

1. Special Guest Speakers

Town staff presented information on the current regulatory, safety and procurement processes. Mike Nintean discussed the process of conducting building code inspections which is the same for both public and private projects and provided examples of the types of inspections done in conjunction with the Storrs Center Project. Fran Raiola presented information on the workings of the Fire Code. Municipalities cannot amend the Building or Fire Codes by ordinance but modifications to the codes may be requested for specific instances. (Presentation attached)

Lon Hultgren and Cherie Trahan provided an overview of the bidding process for public projects and discussed the current relevant ordinances. The Finance Department has the responsibility for reviewing all bids and often uses the state bid prices. Federal and State financed projects have their own bidding and purchasing processes. (Presentation attached)

Council members asked if there are requirements in the bids which protect workers and if the Town could exceed the requirements set forth in the Federal and State bids. Mr. Hultgren stated the prevailing wage is required when projects over certain amounts are planned. Mr. Hultgren will check to see if the prevailing wage is the same for both state and federal projects.

Eric Ohlund reported at the beginning of each project a meeting is held at which the contractor is required to review their hiring practices. Mr. Ohlund also does wage checks for contractor and subcontractors. Mr. Hultgren will check to see if state bids pay the prevailing wage for services.

2. Future Meeting Dates/Next Steps

By consensus the Committee agreed to schedule the next meeting for January and to invite representatives of the State Department of Labor and the Town of Killingly. This will be a morning meeting. Future meetings, at a time to be determined, will include invitations to local contractors and the Association of Builders and Contractors (ABC).

**Respectfully submitted,
Mary Stanton, Mansfield Town Clerk**